

## **APPENDIX R - COMSEC**

### **1.1 - PURPOSE –**

This appendix standardizes operating procedures and practices for AASF #1, in the area of COMSEC, ASE and the safeguarding of Controlled Crypto Graphic items and counter measures sets installed in aircraft at this facility.

### **1.2 - SCOPE –**

To define general and specific responsibilities, policies, and procedures required to properly safeguard and account for CCI and ASE.

### **1.3 - REFERENCES –**

TB 380-41, TB 380-40-22, TM 11-5865-200-12, TM 9-1095-206-13 & P , TM 11-5841-294-12, TM 11-5865-201-12 and Physical Security Update.

### **1.4 - DEFINITIONS –**

**Sub-Hand Receipt Holder / User** - An individual pilot within the unit who is the actual or potential user of ASE or COMSEC material of that unit.

**Controlled Cryptographic Items (CCI)** - COMSEC equipment and components which are unclassified when UNKEYED, but must be controlled against espionage, tampering, and loss. UNKEYED CCI will be controlled and physically protected.

**CCI controlled cryptographic item KEYED** - In a KEYED condition CCI require different levels of physical protection. KEYED CCI will be protected to the level of the security classification of key used, i.e., TOP SECRET, SECRET, or CONFIDENTIAL.

**Aircraft Survivability Equipment (ASE)** - Equipment designed to make the aircraft more survivable in a hostile environment by the use of countermeasures. Countermeasures sets ALQ-144, M-130 and APR-39A (v) 1 will be protected to the level of appropriate security classification.

### **1.5 - RESPONSIBILITIES –**

#### **1.5.1 - COMMANDER –**

The Commander is responsible for safeguarding and controlling ASE, COMSEC equipment and material held within his command. He will insure all pilots have been briefed on procedures for safeguarding and using ASE and CCI equipment.

#### **1.5.2 - MAINTENANCE OFFICER –**

The Maintenance Officer is responsible for safeguarding and controlling ASE and CCI equipment within the Facility and will insure that all Aircraft Mechanic Supervisors notify the Electronics Supervisor in advance of aircraft being transferred or leaving the facility for maintenance, MWOs, etc., to remove ASE and CCI equipment installed in aircraft.

#### **1.5.3 - AIRCRAFT MECHANIC SUPERVISOR –**

The Aircraft Mechanic Supervisor is responsible for safeguarding ASE and CCI equipment installed in assigned aircraft. He will notify the Electronics Supervisor in advance of aircraft being transferred or leaving the facility for maintenance, MWOs, etc., to remove ASE and CCI equipment. A local job order will be used.

#### **1.5.4 - AIRCRAFT MECHANIC –**

Aircraft mechanics are responsible for safeguarding and inventory of ASE and CCI equipment installed in assigned aircraft. A visual inspection of ASE and CCI equipment will be performed during aircraft inspections.

#### **1.5.5 - ELECTRONICS SUPERVISOR –**

The Electronics Supervisor is responsible for all ASE equipment removed for repair at CA AVCRAD. This equipment will be stored in the Avionics Shop IAW applicable directives. He will provide for and supervise the training of avionics personnel. He will insure a semiannual inventory is conducted by physical sighting and serial number verification.

#### **1.5.6 - ELECTRONICS MECHANIC –**

Electronics mechanics are responsible for safeguarding ASE and CCI equipment. They will insure ASE and CCI equipment is installed and tested IAW the appropriate manuals and that inoperative items are removed for repair.

#### **1.5.7 - PILOT IN COMMAND –**

The PC is responsible for safeguarding, accounting, and control of ASE and CCI equipment installed in aircraft. UNKEYED CCI equipment and components which are UNCLASSIFIED when UNKEYED, but must be controlled against espionage, tampering, and loss. The PC will ensure that COMSEC items are UNKEYED when aircraft are returned to AASF #1 after each flight or when aircraft is grounded in an unsecure landing area due to maintenance problems or mission requirement.

### **1.6 - MATERIAL AND EQUIPMENT –**

KIT-1C and KY-58 will be mounted in an operational configuration in aircraft. Equipment will be unkeyed and zeroed when not in use.

COMSEC keying lists and material will be issued by the unit of assignment to the PIC. Keying material will be returned to unit COMSEC custodian.

ASE will be installed in an operational configuration in the aircraft when available and will be operated IAW the appropriate manuals and directives.

### **1.7 - EMERGENCY PROCEDURES FOR ASE AND CCI EQUIPMENT –**

#### **1.7.1 - SITUATION –**

ASE and COMSEC equipment is always subject to an emergency from fires, storms, floods; compromise or seizure by an aggressor nation or subversive element, or civil disturbance which may necessitate the evacuation, storage, and/or destruction.

#### **1.7.2 - MISSION –**

All personnel will take necessary actions in times of emergency to avoid compromises and/or insecurities which are more susceptible to occur during such times.

#### **1.7.3 - IMPLEMENTATION –**

This plan will be implemented on authorization by the Facility Commander, Maintenance Officer, or senior member of the facility that is present when it is evident that equipment will be endangered by some type of disaster.

#### **1.7.4 - EVACUATION SITES –**

The decision to evacuate equipment will be made by the senior officer in present (Facility Commander, Operations Officer, Maintenance Officer etc.) at the time it is determined that evacuation is necessary.